



**SOUTH DAKOTA BOARD OF REGENTS
ACADEMIC AFFAIRS FORMS**

New Site Request

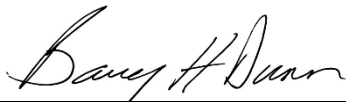
UNIVERSITY:	SDSU
DEGREE(S) AND PROGRAM:	Counseling and Human Resource Development (M.S.) – College Counseling Specialization
NEW SITE(S):	Online
INTENDED DATE OF IMPLEMENTATION:	Fall 2024
CIP CODE:	42.2803 – Major CIP 13.1102 – Specialization CIP
UNIVERSITY DEPARTMENT:	School of Education, Counseling & Human Development
BANNER DEPARTMENT CODE:	SECH
UNIVERSITY DIVISION:	Education & Human Sciences
BANNER DIVISION CODE:	3H

Please check this box to confirm that:

- The individual preparing this request has read [AAC Guideline 2:11](#), which pertains to new site requests, and that this request meets the requirements outlined in the guidelines.
- This request will not be posted to the university website for review of the Academic Affairs Committee until it is approved by the Executive Director and Chief Academic Officer.

University Approval

To the Board of Regents and the Executive Director: I certify that I have read this proposal, that I believe it to be accurate, and that it has been evaluated and approved as provided by university policy.



President of the University

10/10/2023

Date

1. What is the need for offering the program at the new physical site or through distance delivery?

South Dakota State University (SDSU) requests authorization to offer the Counseling and Human Resource Development (M.S.) - College Counseling Specialization through online delivery. This request is due in part to the growing demand for counselors across South Dakota and beyond in all specialty areas. The SDSU Counseling and Human Resource Development (CHRD) program prepares students to work as Clinical Mental Health Counselors, College Counselors, Marriage & Family Counselors, Rehabilitation Counselors, and/or School Counselors. The College Counseling program is designed for students who are interested in working as professional counselors in institutions of higher education in the various aspects of student life that take place largely outside of the classroom. These include, but are not limited to, student affairs administration, general college student counseling, career counseling,

academic advising, institutional admissions, student activities, multicultural affairs, and residence hall settings. The program emphasizes preventative, remediation, and developmental counseling skills. Students preparing to specialize as college counselors will demonstrate the knowledge and skills necessary to promote the academic, career, personal, and social development of individuals in higher education settings.

The US Bureau of Labor Statistics projects a 10% employment growth rate of school and career counselors by 2031 in the US.¹ This is well above the 5% average growth rate for all professions. Through online delivery non-traditional, place-bound, and isolated students would be able to complete this degree. The CHRD program has received an increasing number of student requests for online delivery options to meet their needs for advanced degree completion while also working, meeting family demands, and living in a geographic location far from SDSU's campus locations.

SDSU's *Pathway to Premier 2030* strategic plan² has identified numerous goals and strategies that support delivery of an online degree in Counseling and Human Resource Development. This includes **Achieve Excellence through Transformative Education:**

- Creatively adapt teaching strategies in new and evidence-based ways to engage learners, expand access, enhance student success, and inspire current and future students.
- Develop and invest in innovative undergraduate, graduate, and professional academic programs and continuing education opportunities with an emphasis on workforce and economic development.
- Maintain student success as a foundational university priority through advancement of innovative strategies and initiatives that meet the needs of all students, enhance student belonging and wellbeing, and support expanded access to higher education.

2. Are any other Regental universities authorized to offer a similar program at the proposed site(s) or through distance delivery? If “yes,” identify the institutions and programs and explain why authorization is requested.

No. SDSU is the only regental university that offers an accredited counseling degree with a college counseling specialization. Northern State University (NSU) offers master's degree level CACREP accredited programs in Clinical Mental Health and School Counseling.³ NSU received institutional and SDBOR approval to offer these counseling programs online (hyflex format) at the June 2023 SDBOR meeting.⁴ The University of South Dakota (USD) offers master's degree level CACREP accredited programs in Clinical Mental Health and School Counseling and a Ph.D. level program in Counselor Education and Supervision in face to face and hybrid course formats with some online courses.⁵ USD also offers an online Addiction and Counseling Prevention (M.A.) which is not a CACREP accredited program but is accredited by

¹ Bureau of Labor Statistics, U.S. Department of Labor, *Occupational Outlook Handbook*, School and Career Counselors and Advisors, at <https://www.bls.gov/ooh/community-and-social-service/school-and-career-counselors.htm> (visited July 03, 2023).

² SD Board of Regents; Agenda Item 7-O, June 21-22, 2023. SDSU Strategic Plan: Pathway to Premier – 2030. https://www.sdbor.edu/the-board/agendaitems/2014AgendaItems/2023-Agenda-Items/2023-06-21-BOR/7_O_BOR0623.pdf (Last visited July 26, 2023)

³Northern State University. Counseling Master's Degree. <https://northern.edu/degrees/counseling-masters-degree> (Last visited July 25, 2023)

⁴ SD Board of Regents Board Meeting, June 2023: https://www.sdbor.edu/the-board/agendaitems/2014AgendaItems/2023-Agenda-Items/2023-06-21-BOR/7_G_BOR0623.pdf

⁵ University of South Dakota. Counseling Graduate Degrees. <https://www.usd.edu/Academics/Graduate-Programs/Counseling> (Last visited July 26, 2023).

the National Addiction Studies Accreditation Commission (NASAC).

3. Are students enrolling in the program expected to be new to the university or redirected from other existing programs at the university? Complete the table below and explain the methodology used in developing the estimates.

SDSU’s College Counseling Specialization over the last 3 years has added 1-2 new students each year and the majority have requested online courses if available. The degrees awarded over the past 3 years (AY’s 2020, 2021, 2022) is 5.⁶ It is anticipated that this number will gradually increase with an available online delivery format. The program plans to evaluate the feasibility and viability of continuing with face-to-face courses for the specialization in AY 2025-2026, pending approval of an online rehabilitation program starting in AY 2024-2025.

	Fiscal Years*			
	1 st	2 nd	3 rd	4 th
<i>Estimates</i>	FY25	FY26	FY27	FY28
Students new to the university	1	2	3	6
Students from other university programs	0	0	0	0
=Total students in the program at the site	1	3	4	8
Program credit hours (major courses)**	30 ⁷	90	120	240
Graduates	0	2	3	5

*Do not include current fiscal year.

**This is the total number of credit hours generated by students in the program in the required or elective program courses. Use the same numbers in Appendix B – Budget.

4. What is the perceived impact of this request on existing programs in the Regental system?

The School of Education, Counseling and Human Development anticipates little to no impact on existing programs in the Regental system. The CHRD program at SDSU has gradually been increasing the number of online/distance delivery classes both through hybrid, asynchronous and synchronous means to meet student needs, especially for remote students. This proposal provides a commitment to offer required program courses through a regular rotation schedule. Because this online degree is intended to reach non-traditional, place-bound, and isolated students, any negative impact on existing programs should be negligible.

5. Complete the table and explain any special circumstances. Attach a copy of the program as it appears in the current catalog. If there are corresponding program modifications requested, please attach the associated form. Explain the delivery of the new courses and attach any associated new course request forms.

Counseling and Human Resource Development (M.S.) – College Counseling Specialization	Credit hours	Credit hours currently available from this university online	Credit hours currently available from other universities available online	Credit hours currently available online	Credit hours new to this university
Major Requirements	54-59	38	0	38	21

⁶ SD Board of Regents. Edify. (Last visited June 23, 2023).

⁷ The CHRD college specialization degree requirements are a minimum of 60 credits, typically completed over 2 years (including summers). The course credit estimates are based on 30 graduate credits/year.

Counseling and Human Resource Development (M.S.) – College Counseling Specialization	Credit hours	Credit hours currently available from this university online	Credit hours currently available from other universities available online	Credit hours currently available online	Credit hours new to this university
Electives	1-6	6	0	6	0
<i>Total, Degree with Proposed Major</i>	60	44	0	44	21

Requirements for the Counseling and Human Resource Development (M.S.) - College Counseling Specialization

- CHRD 601 - Introduction to Professional Issues and Ethics Credits: 1
- CHRD 602 - Research and Evaluation in Counseling and Human Development Credits: 3 or EDER 610 - Introduction to Research Credits: 3
- CHRD 610 - Developmental Issues in Counseling Credits: 3
- CHRD 661 - Theories of Counseling Credits: 3
- CHRD 701 - Professional Issues and Ethics II Credits: 1
- CHRD 731 - Multicultural Counseling and Human Relations Credits: 3
- CHRD 736 - Appraisal of the Individual Credits: 3
- CHRD 741 - Crisis Counseling Credits: 3
- CHRD 742 - Career Counseling and Planning Credits: 3
- CHRD 755 - Clinical Diagnosis and Treatment Planning Credits: 4
- CHRD 766 - Group Counseling Credits: 3
- CHRD 770 - Student Development: Theory and Practice Credits: 3
- CHRD 771 - Student Personnel Services Credits: 3
- CHRD 772 - Administration and Leadership in Student Affairs Credits: 3
- CHRD 773 - Current Issues in Academic Advising and Student Affairs Credits: 3
- CHRD 785 - Pre-Practicum Credits: 3
- CHRD 786 - Counseling Practicum Credits: 3-5 (3 credits required)
- CHRD 794 - Internship (COM) Credits: 1-6 (6 credits required)
- Select one of the following options:
 - Option A - Thesis
 - CHRD 798 - Thesis (COM) Credits: 1-6 (5 credits required)
 - Electives Credits: 1
 - Option B - Research/Design Paper
 - CHRD 788 - Research Problems/Projects (COM) Credits: 1-3 (2 credits required)
 - Electives Credits: 4
 - Option C - Coursework Only
 - Electives Credits: 6

Total Credits Required: 60 (Option A, B, & C)

Table A. CHRD Core Requirements & Current Delivery Method below identifies current courses that are already offered by an online method of delivery. The online courses offered are via the SDSU Brookings campus. There are 7 courses not already provided in an online format for the College Counseling specialization that would require addition of an online component (shaded in gray). Courses for the specialization will be offered through online asynchronous and online synchronous delivery methods.

Table A. CHR D Core Requirements & Current Delivery Method

REHAB: [CHR D \(MS\) – Rehabilitation Counseling Specialization](#)

COLL: [CHR D \(MS\) – College Counseling Specialization](#)

MF: [CHR D \(MS\) – Marriage and Family Counseling Specialization](#)

CMH: [CHR D \(MS\) – Clinical Mental Health Counseling Specialization](#)

SCH: [CHR D \(MS\) – School Counseling Specialization](#)

CHR D Course #	Course Title	Credits	Current Delivery Method	Required by Specialization		
				REHAB	COLL	MF
601	Introduction to Professional Issues and Ethics	1	F2F, OS	X	X	X
602	Research and Evaluation in Counseling and Human Development Credits	3	F2F	X	X	X
610	Developmental Issues in Counseling	3	F2F, OS	X	X	X
661	Theories of Counseling	3	F2F, OS	X	X	X
690	Seminar: Ethics	1	F2F, OS	X		
692	Topics: Psychopharmacology	3	OS			
701	Professional Issues and Ethics II	1	F2F, OS	X	X	X
702	Advanced Human Sexuality	3	F2F, OS			X OR 756
706	Introduction to Play Therapy: Theory and Techniques	2	OS			X OR 728 OR 710
707	Advanced Play Therapy and Techniques	2	OS			
708	Play Therapy: Filial & Family	1	F2F			
709	Applications of Play Therapy	2	OS			
710	Clinical Experiences in Play Therapy I	1	F2F			X OR 728 OR 706
711	Clinical Experiences in Play Therapy II	2	F2F			
713	Administration and Management of Mental Health Organizations	3	F2F			
721	School Counseling	3	F2F			
722	Administration and Management of School Counseling Programs	3	F2F			
723	Counseling the Family	3	F2F			X
725	Couples and Advanced Family Counseling	3	F2F			X
728	Child and Adolescent Counseling	3	OS			X OR 706 OR 710
731	Multicultural Counseling and Human Relations	3	F2F	X	X	X
736	Appraisal of the Individual	3	F2F	X	X	X
741	Crisis Counseling	3	OS	X	X	X
742	Career Counseling and Planning	3	F2F	X	X	X
751	Overview of Rehabilitation and Mental Health Counseling	3	F2F, OS	X		
752	Medical and Psychological Aspects of Disability	3	F2F, OS	X		
753	Case Management Principles and Plan Development	3	F2F, OS	X		
755	Clinical Diagnosis and Treatment Planning	4	F2F, DDN, OS	X	X	X
756	Counseling the Addictive Client	3	OA	X		X OR 702
757	Case Consultation and Supervision	3	F2F, OS			
766	Group Counseling	3	F2F	X	X	X
770	Student Development: Theory and Practice	3	F2F, OS		X	
771	Student Personnel Services	3	F2F, OS		X	
772	Administration and Leadership in Student Affairs	3	F2F		X	
773	Current Issues in Academic Advising and Student Affairs	3	OA		X	
785	Pre-Practicum	3	F2F	X	X	X
786	Counseling Practicum	3	F2F	X	X	X
794	Internship	6	F2F, OA	X	X	X

6. How will the university provide student services comparable to those available for students on the main campus?

A faculty advisor will be assigned to distance students accepted into the program. Advisors will connect with students using e-mail, phone, Zoom, and numerous other technologies as they communicate. SDSU's Continuing and Distance Education office employs enrollment and student success coordinators who are available to assist online and distance students in connecting to necessary resources online and on campus. SDSU has also launched within the learning management system a virtual student union in which all online and distance students have access providing them with easy connections to various academic success and student support resources. These include, but are not limited to, online tutoring support through Tutor.com, student success videos, disability services accommodations (upon student request), career services, and online library services.

The South Dakota State University Hilton M. Briggs library has long served students engaged in coursework away from campus. This includes students enrolled online. Library support services will be available to students through a variety of means:

- Students can contact librarians for research assistance. The Librarian provides online research guides and is available for consultations with faculty and students.
- Distance Library Services include book and article delivery for materials owned by the library. Students may request materials not held by the library through interlibrary loan.
- SDSU students have on-line access to research databases such as Web of Science, EBSCOhost MegaFILE, and JSTOR.

Students will also have access to technical support provided by SDSU's Information Technology Services.

7. Is this program accredited by a specialized accrediting body? If so, address any program accreditation issues and costs related to offering the program at the new site(s).

The Counseling and Human Resource Development (M.S.) - College Counseling Specialization is accredited by the Council for Accreditation of Counseling and Related Educational Programs (CACREP).⁸ If online program delivery is approved by the SDBOR, a digital delivery substantive change template will be completed and submitted to CACREP for approval to offer the College Counseling Specialization as a CACREP accredited online program. As noted on the substantive change template, institutional approval of program delivery is requested prior to completing the substantive change with CACREP. The substantive change request is a comprehensive review process designed to assure high program quality in meeting CACREP's 2016 standards for digital delivery.⁹ The CHRD program is well positioned to meet online delivery needs of students with the same attention to student outcomes and quality as classes offered on campus. Current classrooms are outfitted with state-of-the-art technology to support online learning in a variety of online formats. An increased investment in pedagogical strategies for effective online learning occurred during COVID with an increasing number of current CHRD

⁸ Council for Accreditation of Counseling and Related Educational Programs (CACREP). Find a Program. <https://www.cacrep.org/directory/>. (Last visited July 26, 2023)

⁹ CACREP Digital Delivery Substantive Change Standards. <https://www.cacrep.org/wp-content/uploads/2023/03/Substantive-Change-Standards-doc-for-DD-page.pdf> (Last visited July 25, 2023)

courses remaining online to meet the needs of a diverse student body. The CHRD program plans to seek additional professional development for faculty in offering courses in a hyflex and/or online format.

8. Does the university request any exceptions to Board policy for delivery at the new site(s)? Explain requests for exceptions to Board policy.

None

9. Cost, Budget, and Resources related to new courses at the site: Explain the amount and source(s) of any one-time and continuing investments in personnel, professional development, release time, time redirected from other assignments, instructional technology & software, other operations and maintenance, facilities, etc., needed to implement the proposed minor. Complete Appendix B – Budget using the system form.

No new courses are planned, and current faculty will continue to be utilized to provide instruction in an online format. Faculty are currently utilizing digital delivery to provide several courses as previously indicated. Tuition revenue generated from a structured delivery of the courses will adequately fund the program and any additional professional development for online delivery. Because many of the courses have already been adjusted and delivered online, a budget is not provided.